



Maple Valley City Update

July 13, 2015

Events

&

Activities

From the Desk of David Johnston

Today's society is quite mobile and employers experience turnover with their staff on a regular basis. Some employees seek good opportunities on a regular basis. It is common for younger employees to list 10 or more jobs on their resumes. More and more members of the "baby boom" generation are retiring and choosing to live life on their own terms. The City of Maple Valley, as an employer, experiences these realities related to its workforce.

Steve Clark, the City's Public Works/Community Development Director, retired on June 30th. Steve served the City since 2009. During his time with the City, he positioned the City to receive necessary grants that improved our City's infrastructure. The Witte Road/248th roundabout and the southbound lane on SR 169 from Witte Road to 228th are two of the projects he headed. He also positioned the City, with the City of Covington, to receive a grant that funded needed replacements of stormwater catch basins throughout the City. He served the City well and we all wish him the best as he steps into his next chapter in life.

Ashley Van Dam will be leaving the City's Finance Department at the end of July. She accepted a great position with the fire district in Enumclaw to continue her career. She has served the City extremely well, as the Senior Financial Analyst for Shawn Hunstock, our Finance Director, and his predecessor, Tony McCarthy. Her attention to detail and her dedication to the accounting profession contributed greatly to the City's clean financial audits and to the City's long string of recognition of excellent budgeting from the Government Finance Officers Association (GFOA). I heard that one of the reasons she accepted the position in Enumclaw, which is her hometown, is that she does not have to deal with the grueling commute from Enumclaw to/from Maple Valley. We will miss her strong work ethic and wry sense of humor. We wish her the best in her new position and know that the fire district will benefit from her service with it.

We have been fortunate to find what we believe are great employees to replace Steve and Ashley. Our new Public Works/Community Development Director is Laura Philpot. Laura has a strong career in Public Works, starting as Transportation Engineer and then Public Works Director for Auburn, and then moving to serve the City of Sammamish as its Public Works Director. She is a member of the State's Transportation Improvement Board, which hopefully will benefit the City. She is also a local resident. She told me she did two loads of laundry and got in a bike ride during the time she spent commuting to work in Sammamish. We are enjoying her as a new member of the City's team.

Marissa Flynn, another local resident, replaces Ashley on July 13th. Marissa has a strong background in municipal financial management with both the City of Redmond and the City of Lakewood. As a CPA, we all expect that she will continue to promote good stewardship of our public resources and be a great member to our Finance Department team. Again, the desire to give up the commute to Lakewood was a major reason she sought out this position with the City. Welcome to the City of Maple Valley, Marissa!

Please be safe in the outdoors this summer. We still have the traditionally hot and dry July and August months ahead of us. Keep hydrated. Stay cool. Enjoy the activities that start this month at Lake Wilderness Park – Music in the Park, Shakespeare in the Park and the cooling effects of Lake Wilderness itself. If you need to cool down, try walking the paths of the 40 acre forest preserve, part of the Lake Wilderness Arboretum.

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| Jul 1 | • Planning Commission |
| Jul 3 | • City Offices Closed — Independence Day |
| Jul 8 | • Audit Committee
• Public Arts Commission Special Meeting
• Planning Commission Special Meeting
• Parks & Recreation Commission Special Meeting
• Economic Development Committee |
| Jul 13 | • City Council Meeting |
| Jul 15 | • Planning Commission |
| Jul 22 | • Audit Committee
• Parks & Recreation Commission |
| Jul 27 | • City Council Meeting |
| Jul 28 | • Public Safety Oversight Committee |
| Jul 29 | • Audit Committee Special Meeting |

2015 Goals & Objectives

ECONOMIC DEVELOPMENT

- Support the update of the City's Comprehensive Plan update and corresponding update to the zoning code.
- Continue to support the Tahoma School District's efforts to prepare its students for today's workforce and the District's efforts to build a new high school/regional educational center on the Summit Place/Donut Hole property within the City.
- As a Council priority, continue to work with the economic development committee to develop an environment that will attract commercial investment to the City that will, in turn, lead to creating living wage jobs within Maple Valley.
- Work to maintain long-term fiscal stability through efforts to diversify the City's tax base.

PARKS & RECREATION

- Facilitate process, with the Parks & Recreation Commission, to develop recreation facilities with appropriate partners to meet the recreation demands from Maple Valley families
- Support the efforts of Parks & Recreation staff to finish both the parking expansion and dock replacement/expansion projects at Lake Wilderness Park in light of the increased use of the park by Maple Valley residents.
- Continue to support the community events that use the Lake Wilderness Park facilities throughout the year.

PUBLIC SAFETY

- Continue to work with the King County Sheriff's Office in providing good police services to City citizens through the existing contract.
- Participate in localized emergency preparedness drills utilizing the City's newly updated Emergency Preparedness Plan and the new Emergency Operations Center.
- Work with the City Police Department and neighboring City Councils to increase community awareness of the issues pertaining to domestic violence and drug use.

PUBLIC WORKS

- Actively participate in local and regional transportation organizations, South County Area Transportation Board (SCATBd), King County Regional Transit Committee, and the Puget Sound Regional Council.
- Continue to support the Public Works efforts to undertake both the Witte Road and 216th Avenue SE improvement projects.
- Continue to support grant funding for solid waste recycling collection programs.

QUALITY CITY SERVICES

- Continue to support efforts of Black Diamond, Covington, and Maple Valley in identifying opportunities where the three communities can work together/share resources to maximize efficiencies and better use public funds.
 - Continue strong participation in the Sound Cities Association and associated committees.
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DEPARTMENT UPDATE

13th Annual 4th of July Family Picnic & Fireworks Show!

On Saturday, July 4th, Lake Wilderness Park was packed with what is estimated to be a record number of residents and visitors. At the peak of the event, staff estimates **over 5,000 people** were on hand for what turned out to be an incredible fireworks show over the lake.



With **Fred Meyer** providing title sponsorship, and **Good Chevrolet** and **Recology CleanScapes** as event co-sponsors, the day was filled with activities for every age and interest.

Activities included a homemade pie baking contest, traditional family games, free face painting by **Greater Maple Valley Community Center** staff and a free arts & crafts booth. The **Maple Valley Youth Symphony Orchestra** staffed the concession stand as well as provided background music during the fireworks show.



Concession stand and boat rental revenue for the day totaled over \$4,000 with approximately \$1,500 in proceeds going to the Youth Symphony for volunteering at the concession stand during the event.

STATUS OF CAPITAL IMPROVEMENT PROJECTS

Summit Park – P3

8.18 acres of the 22.75 acre property has been sold to the Tahoma School District to develop an access road and parking lot for the new Tahoma High School project. Staff has hired a consultant to begin looking at options to re-develop the master plan that was adopted in 2010 for the remaining 14.57 acres of park property in the 2nd quarter of 2015. Project will be brought forward for Council review in 3rd quarter 2015.

Ravensdale Park Phase 2 - P11

Project is complete.

Lake Wilderness Golf Course Improvements – G3 & G5

Consultant has been hired to conduct assessment of the club house and a review of needed course improvements. Project will be brought forward for Council review in 3rd quarter 2015.

Lake Wilderness Lodge Upgrades – P5

Work to repair stucco and repaint select portions of the exterior of the Lodge is complete. Exterior sound system upgrades are complete.

Lake Wilderness Park Dock Replacement – P6

Project is substantially complete. Punch list items being worked finalized before project can be closed out.

Lake Wilderness Park Parking Expansion – P6

Project is substantially complete. Landscaping to be installed in phases later this fall when rain returns.

Parks, Recreation, Cultural, and Human Services Plan Update – P10

Project is complete.

Miscellaneous Park Planning and Improvements – P13

Construction of a 600 foot long asphalt and concrete ADA compliant pathway between the parking lot and the dock at Lake Wilderness Park. Project is complete.



DEPARTMENT UPDATE

Finance staff continue to work on completing the City's Comprehensive Annual Financial Report. The audit opinion letter was received and the City received a clean (unqualified) audit opinion on our financial statements. The CAFR has been submitted to the Government Finance Officers Association for judging according to their CAFR award program. The award program judges financial statements against financial reporting standards and best practices. The City has received the CAFR award for many years, and we expect the latest CAFR to also receive the award.

The audit exit conference with the State Auditors Office has been scheduled to coincide with the July 8th Audit Committee meeting. We do not expect any findings to come from the audit at this time.

Implementation of the new Finance software is winding down. We have a few open items to address from the conversion from the old system, and we have the new Accounts Receivable module to implement very soon, but, other than that, things have gone very smoothly. With the implementation of the new electronic timesheet system and the use of project accounting, we will have a much better and comprehensive way of capturing the time we spend on various tasks throughout the City. This will give us a better understanding of the full cost of services and programs provided by the City.

IT UPDATE

Summer is in full swing! To most this means long sunny days, summer vacations, moments of loving the heat and soaking in the sun....followed by hunting down the nearest location with air conditioning and a tall glass of iced tea. To the IT Department it means "Park Madness Time"! The past month has taken IT out of our dark server dungeon room and into the sunshine. Our Computer Support Specialist has been working often enough down at the Lodge that summer staff is starting to assume that that is where his office is. Michael has done a great job of getting all of the new workstations at the Beach House, Concession Stand and Day Camp Rooms hooked up and ready to go. With the magic of cellular hot-spots, VPN access, a Point-of-Sales System and 3rd party software system all up and running, the Beach is ready to rent out paddle boats, row boats and sell some ice cream! We have also tackled, for the first year, issuing and training of the new UHF radios to the summer staff. So far, so good. We learn something new every day and continue to "tweak" the system. The Day Camp staff was very pleased with how well the radios worked when they went out of the City limits for field trips. Having a communications system that not only connected them to each other at the location, but to base camp back at the Lodge at the click of a button, was quite welcomed. The UHF radio system is by no means "done", but what implementation that has been completed has been successful and we are very pleased.

Speaking of row boats, the IT Department had to give it a spin around the lake last week. Why you ask? Its official, the new outdoor speaker has been installed at the Lodge. The sound is fantastic and has worked well for our recent outdoor weddings. We rowed around the lake testing decibel levels to ensure that although the sound is at a comfortable level for our customers while on the backside of the lodge, we wanted to make sure we do not disturb the neighbors we share the lake with. In conjunction with the new speaker install, we conveniently had our HDMI switch go on the fritz in our Lodge AV system during our busiest time of year (insert sarcasm here). The newly repaired HDMI switch has been installed and a methodical flow chart along with multiple user guides have been made to assist staff and customers. The AV system at the lodge is capable of many different configurations to suit the needs of our clients. Attempting to set up a "self-service" AV system with that many "options" is no doubt challenging. With the new configurations, user guides and training of the lodge attendants, we feel we have positioned ourselves as best we can to help our customers...many on one of the most important days of their lives.

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IT UPDATE (CONTINUED FROM PAGE 5)

The IT Staff has also been working on less glorious and fun-in-the sun tasks as well. From creating virtual desktops with 3rd party software to assisting the City Clerk's department with public records requests. Continued database cleanup of GL (General Ledger) account numbers in our 3rd party software systems to match with the new GL's of our new finance software. Continued work on contracts for running fiber to connect the lodge to the ranger house. However, one of our most notable accomplishments was converting our last server off of Windows Server 2003. Windows Server 2003's end-of-life is scheduled for July 14, 2015. We like to keep things exciting around here. In celebration of this accomplishment we took an hour to enjoy the gem of the City we work for and do a little Stand-Up-Paddle Boarding at the lake!



The GIS Department has been primarily focused on our "Plan Depot" project. Plan Depot is the name we've given the document repository where staff can access the over 3,000 scanned documents (BLA's, Plats, Civil Drawings, etc.). The team is working on generating individual URL links for all of these documents. The end game is to one day have a forward facing portal that is map based that allows citizens/contractors/etc. access to these documents offering more open government solutions and quick accessibility. Our goal is for people to be able to search by parcel #, plat name and or simply clicking directly on the map. All in all it's been a great month of continued efforts to support staff so that we can deliver the best customer service to our citizens as possible.

DEPARTMENT UPDATE

Staff supported five Council meetings, two Planning Commission meetings, and the Library Advisory Board in June.

Shaunna attended the Social Media for Natural Disaster Response and Recovery (PER-304), hosted through the National Disaster Preparedness Training Center (NDPTC) in collaboration with FEMA. This is a performance-level course that focuses on the use of social media in enhancing disaster preparedness, response, and recovery. The training provides participants with the knowledge and skills to integrate social media into their current communication plans. It defines social media and its uses and identifies the tools, methods, and models to properly make use of social media for crisis communication.

Carol attended PDIII through the Northwest Clerks Institute held at University of Puget Sound. She is one step closer to earning her Certified Municipal Clerk (CMC) designation. Jennifer attended PDII; she will complete PDIII next year and will earn her CMC designation as well. As a point of reference, the Northwest Clerks Institute provides comprehensive curriculum in public administration management, technical skills and professional/personal development. The Institute experience is a unique combination of state-of-the-art classroom training, high impact networking, and one-on-one mentoring with municipal leaders and instructors.

In June, staff processed:

- 36 passport applications, 200+ website updates, 21 King County pet licenses.
- 11 public records disclosure requests, including a large request that will take time to complete.

DEPARTMENT UPDATE

As an eco-friendly alternative, goats will return to the City of Maple Valley to graze their way through 36 of the City's Stormwater ponds. The goats eat all vegetation in their path and can easily reach areas not accessible by mowers or other mechanical equipment due the steep hillsides and uneven ground. Also, goat manure is a natural fertilizer and adds nutrients to the soil. They will arrive in early July and return home in October 2015.

The use of goats to "mow" the City's Stormwater ponds has drawn interest and positive feedback from local citizens and kids since 2012. For more information, contact Ken Srilofung, SWM Manager, City of Maple Valley; Public Works Department (425) 413-8800.



Photobucket

Planning Commission

Deliberation on the draft Comprehensive Plan was held at the July 1st meeting; the Land Use and Housing Elements were concluded. At the July 8th meeting, the Commission reviewed the Transportation Element. Further review of the remaining portions of the Plan will continue on July 15th. The Commission is on schedule to hold a public hearing and provide Council a recommendation on the draft Comprehensive Plan on August 5th. A Planning Commission Special Meeting was held on July 8, 2015.

Lakes Programs

A Lake Wilderness Citizen Advisory Committee meeting was held on June 17, 2015 at the Lake Wilderness Lodge. Recruitment continues to fill an Alternate member position.

STATUS OF CAPITAL IMPROVEMENT PROJECTS

Witte Road Phase 3 (T28a)

Construction continues with the installation of new storm structures and associated piping for the Witte Road SE – Phase 3 Improvements, from SR 169 to SE 240th Street. Two water quality treatment units were installed last week. The digging of the last joint utility trench crossing and installation will occur this week. Meanwhile, PSE, Comcast and Century Link are continuing to pull wire through the new conduits into the vaults over the next few weeks, in preparation for the new underground system to be energized. Portions of the new underground system have already been energized. Removal of existing curb and gutter and asphalt are continuing in preparation for the pouring of new curb and gutter.

A safe pedestrian route is to be maintained at all times. Traffic control will allow for safe travel in both directions. A new permanent sign has replaced a portable messaging sign. Two other portable messaging signs remain south of the project.

A safe pedestrian route will be maintained at all times. Traffic control will allow for safe travel in both directions. A new permanent sign will be in place on SR 169, north of the project to replace the previous portable messaging sign.

TRAFFIC ALERT :

Periodic delays can be expected on Witte Road during construction hours. Motorists should use SE 240th Street as an alternate/detour route on weekdays during construction. For further information, please contact Kim Scattarella, Capital Projects Manager at 425-413-8800.

(Construction status and Traffic Alerts will continue to be updated weekly on the City's website and in Voice of the Valley).

216th Avenue SE Roadway Improvement (T38)

The Right of Way use permit for the Bonneville Power Administration (BPA) received approval for the portion of the project that crosses the BPA power easement. INTOLIGHT will be installing new LED lighting for the length of this project during next year's construction. The 90% plans and specifications submittal have been reviewed and sent back to the consultant (Parametrix). The project will be advertised later this fall.

Cedar Downs Div. 3 Drainage Improvement Project (S-12)

This project includes the removal and replacement of existing deteriorated stormwater pipes and catch basins. Other works include removing sediment, removing overgrowth vegetation and trees located in the pond, expanding the pond for gaining more capacity and water quality benefits. The bid document is currently being prepared. The existing drainage easement and the need of additional drainage easement are currently being determined and pursued by the City's staff and legal department.

Lake Wilderness Park Parking Lot Improvements (P-06b)

All punch list items have been addressed and this project is ready for acceptance. For additional information, please see the update for this project under Parks & Recreation Capital Projects, Lake Wilderness Park Parking Expansion – P6.

2015 Miscellaneous Drainage Improvement & Water Quality Retrofits (S-12)

Iron Creek Construction LLC of Issaquah, WA, with a bid of \$123,641.10, was awarded the contract. They began construction on June 22nd, as the water quality retrofits will occur at six sites, all in the south portion of the City.

Residential Subdivisions and Available Lots

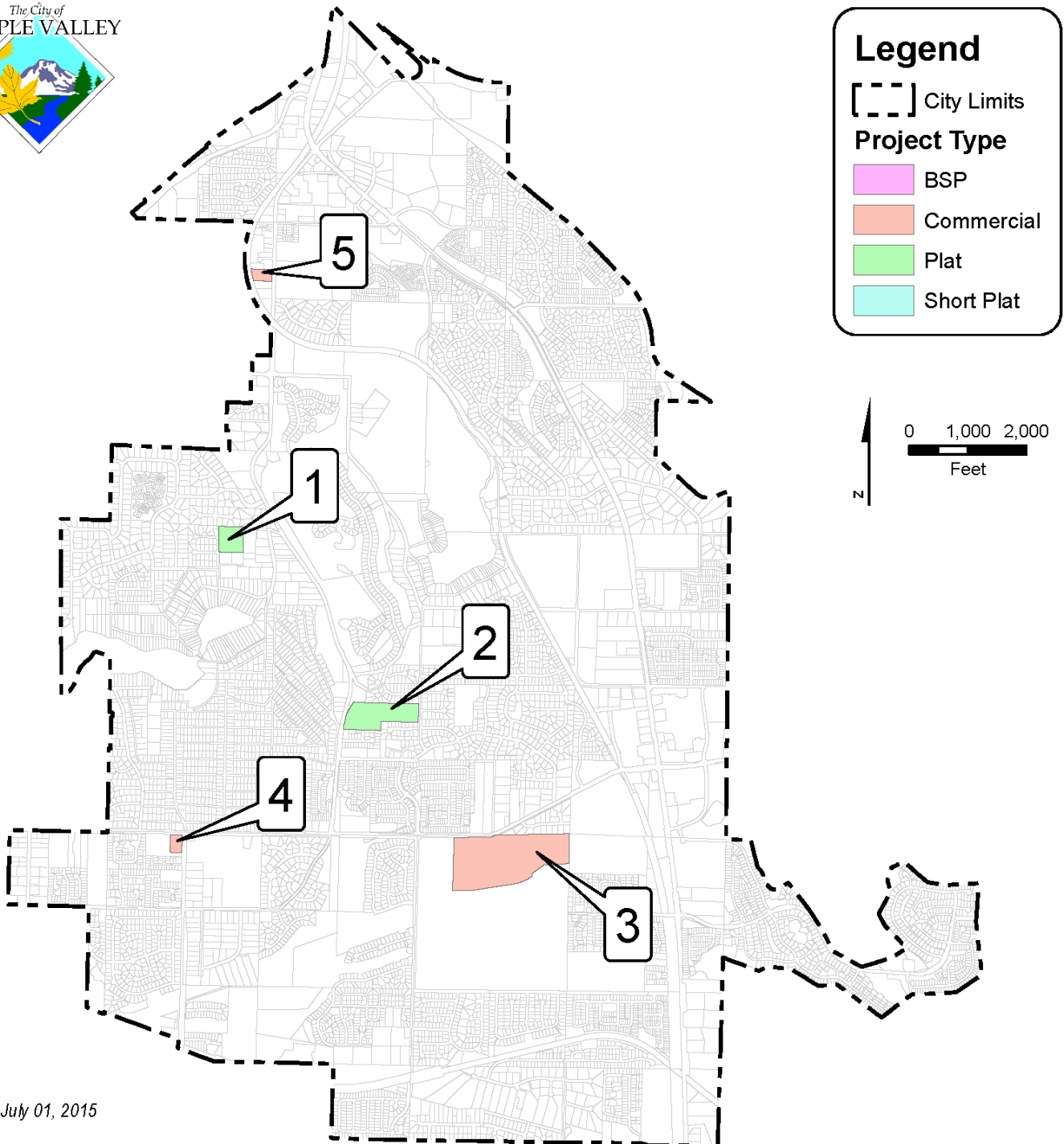
File Number	Plat Name	Pre-Plat Approval	Potential Building Lots	Pre-Plat Expiration	Final Plat Approval	Approved Lots	Site Under Const.	Building Permits Issued			Available Building Lots
								Prior to 2014	2014	2015	
CD0609-002	Sawyer's Crest	2/10/2005		N/A	5/14/2007	50	N/A	50	0	0	0
CD0811-001	Sawyer's Crest 2	1/25/2006		N/A	2/9/2009	30	N/A	30	0	0	0
CD0812-002	Sun Ridge at Elk Run 3	5/4/2006		N/A	3/23/2009	75	N/A	55	20	0	0
CD0806-004	Mountain View	5/31/2005		N/A	4/12/2010	43	N/A	43	0	0	0
CD1103-001	Rock Creek Meadows	8/15/2006		N/A	9/26/2011	34	N/A	34	0	0	0
CD1307-002	Reserve at Maple Valley	9/28/2005		N/A	11/13/2013	60	N/A	11	49	0	0
CD0406-013	Ridge at Lake Wilderness	6/30/2004		N/A	2/25/2005	11	N/A	7	2	0	2
CD1308-005	Arbors Phase 1	7/18/2007		N/A	1/13/2014	44	N/A	1	42	1	0
CD1309-002	Jordan's Crossing	7/31/2007		N/A	3/24/2014	15	N/A	1	13	0	1
CD1406-005	Arbors Phase 2	7/18/2007		N/A	9/22/2014	34	N/A	0	33	1	0
CD1404-002	Rock Creek Reserve	9/1/2006		N/A	9/22/2014	25	N/A	0	4	9	12
CD0602-005	Arbors Phase 3	7/18/2007	48	7/15/2017	No		No				0
CD1308-004	Yellow Rock Road	In review	6	N/A	No		No				0
CD1308-001	Terrace at Maple Woods	5/5/2014	35	N/A	In review		Yes				0
CD1403-006	Cedar Peak	in review	17	N/A	No		No				0
CD0601-010	Wilderness Hills 3	12/11/2007	22	12/8/2017	No		No				0
CD0601-011	Wilderness Hills 4	9/11/2008	16	9/10/2015	No		No				0
CD0702-001	South Fork	7/31/2007	10	7/28/2017	No		No				0
CD0702-010	Malloy	10/5/2007	44	10/2/2017	No		No				0
CD0711-002	Sun Ridge at Elk Run 4 D 2	9/19/2012	6	9/18/2019	No		No				0
CD0804-004	Sun Ridge at Elk Run 4 D 1	6/12/2012	59	N/A	In review		Yes				0
CD1506-007	Shavano Park	In review	51	N/A	No		No				0
CD0602-005	Arbors Phase 4	7/18/2007	9	7/15/2017	No		Yes				0
Total			323			421		232	163	11	15

Commercial Projects

File Number	Commercial Projects	Square Feet	Type	Status
CD1307-004	Hope Fellowship	7,942	Building addition	Under construction
CD1406-001	Four Corners Sq. Bldg. L	5,600	New construction	Under construction
CD1406-003	Panera Bread Bakery Café	4,200	New construction	Under construction
CD1412-002	Tahoma High School	315,000	New construction	Under construction
CD1412-003	McDonald's		Building remodel	In design review
CD1501-005	St. George Episcopal	5,000	New construction	In design review
CD1506-002	MV Chevron Carwash	2,504	New construction	In design review
Total		340,246		

Pre-Application Conferences

Type	2014	2015 1st Quarter	2015 2nd Quarter	2015 3rd Quarter	2015 4th Quarter	2015 YTD
Commercial	23		1			1
Residential	18	7	3			10
Other Review Meetings	21	2	4			6
Totals	62	9	8	0	0	17



Updated: July 01, 2015

Projects Under Review

No.	Name	Project Type	Description	Lots/SqFt	Status
1	Cedar Peak	Plat	Preliminary plat	17 lots	Under review
2	Shavano Park	Plat	Preliminary Plat	51	Under review
3	Tahoma High School	Commercial	Site development permit	315,000 sqft	Under review
4	MV Chevron carwash	Commercial	Design Review	2,504	Under review
5	St. George Episcopal	Commercial	Conditional use permit	5,000 sqft	Under review